



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

January 28, 2015

Vicky Boleyn  
624 3<sup>rd</sup> Ave. SW  
Oelwein, IA. 50662

Dear Child Care Provider,

This letter is in regards to the December 11, 2014 compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

**PLEASE MAKE THE NECESSARY CHANGES TO THE MEDICATIONS, CHEMICALS AND THE FREEZER REMOVAL IMMEDIATELY. YOU NEED TO CONTACT DARLA BUTIKOFER, HCCI CHILD CARE NURSE CONSULTANT, TO DISCUSS SAFE STORAGE OF MEDICATIONS AND CHEMICALS. SHE CAN DO A HOME HEALTH ASSESSMENT TO ASSIST YOU IN MAKING YOUR HOME AS SAFE AS POSSIBLE. HER CARD IS ENCLOSED.**

110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.

**MEDICATIONS AND CHEMICALS NEED TO BE SECURED FROM CHILDREN IN CARE. PLEASE REMEMBER FOR FASTER CARE THEY MUST BE LOCKED.**

110.5(1)h A safe outdoor play area is maintained in good condition throughout the year.

**NEED TO REMOVE FREEZER FROM BACK DECK AND YARD.**

110.5(1)q All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites.

**PROVIDER WAS UNABLE TO LOCATE. THIS IS NEEDED.**

110.5(1)x For homes built prior to 1960, provider must complete visual assessment for lead hazards and apply necessary interim controls prior to registration and each renewal.

**NEEDS TO FIX THE LEAD ON THE OUTSIDE OF THE HOME.**

110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

**THIS IS NEEDED FOR FOUR.**

110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.

**THIS IS NEEDED FOR TWO.**

110.5(8)e For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical.

**THIS IS NEEDED FOR ONE.**

110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

**THIS IS NEEDED FOR FOUR.**

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.**

**X** Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed.

Please do not hesitate to contact me at DHS at 319-292-2419 if you have any questions regarding this letter.

Sincerely,

Angela Huntington  
Social Worker II

*Natalie A. Clapp*

*Natalie Clapp*

Social Work Supervisor

Department of Human Services

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 319-334-5900.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to [http://dhs.iowa.gov/sites/default/files/CC\\_Professional\\_Development.pdf](http://dhs.iowa.gov/sites/default/files/CC_Professional_Development.pdf) and you can sign up for training at <http://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).